



ALL ABOUT O-KEY

What is O-Key?

The O-Key system provides login information needed to access OSU's online systems including email, the Online Classroom, my OKSTATE and the free Microsoft software website.

WHAT DO YOU NEED TO ACTIVATE YOUR O-KEY?

- Admitted to OSU-OKC
- A computer with internet access
- Personal information (SSN/birthdate)
- Activation PIN number
- Personal email and mobile number
- Emergency contact information

To get started visit **okey.okstate.edu**

- 1. Click Activation Icon**
 - 2. Enter personal information**
 - 3. Enter PIN number**
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O-KEY ACTIVATION PROCESS:

- Record O-Key Username
 - Enter your Preferred Name and select your contact information
 - Add your contact information to receive campus notifications
 - Select login address (xxxx@okstate.edu)
 - Choose email destination (Cowboy Mail)
 - Add personal alternate email and mobile number (used for password reset)
 - Enter a phone password
 - Create O-Key Password
 - Activation Confirmation
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O-KEY TIPS

- Keep your O-Key password and PIN secure
- O-Key passwords expire every 120 days
- Use your O-Key for access to all OSU-OKC systems
- All OSU-OKC email communication will use your @okstate.edu email address

Need Help?

Contact the Technology Support Center
located in the Learning Resource Center, first floor.
okc.helpdesk@okstate.edu | 405-945-6767